



ELAS 6304—Principal Internship/Practicum Log

Note: This document is a sample of your actual log. The document will be made available to you as a MSWord document via your ELAS 6304 course Blackboard page in a format that expands as space is required.

ELAS Participant Name:			
Date Submitted:			
Which “hours block” is recorded in this log? Please highlight or circle.	Hours 1-27 Hours 28-54 Hours 55-81	Hours 82-102 Hours 109-135 Hours 136-160	

Domain I—School Community Leadership

The principal knows how to **shape campus culture** by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.

Date	Hours	Description of Work	Comments and Reflections

Domain I—School Community Leadership

The principal knows how to **communicate and collaborate** with all members of the school community, respond to diverse interests and needs, and mobilize resources to promote student success.

Date	Hours	Description of Work	Comments and Reflections

Domain I—School Community Leadership

The principal knows how to **act with integrity, fairness, and in an ethical and legal manner.**

Date	Hours	Description of Work	Comments and Reflections

Domain II—Instructional Leadership

The principal knows how to **facilitate the design and implementation of curricula and strategic plans** that enhance teaching and learning; ensure alignment of curriculum, instruction, resources, and assessment; and promote the use of varied assessments to measure student performance.

Date	Hours	Description of Work	Comments and Reflections

Domain II—Instructional Leadership

The principal knows how to **advocate, nurture, and sustain an instructional program and a campus culture** that are conducive to student learning and staff professional growth.

Date	Hours	Description of Work	Comments and Reflections

Domain II—Instructional Leadership

The principal knows how to implement a **staff evaluation and development system** to improve the performance of all staff members, select and implement appropriate models for supervision and staff development, and apply the legal requirements for personnel management.

Date	Hours	Description of Work	Comments and Reflections

Domain II—Instructional Leadership

The principal knows how to apply organizational decision-making, and problem solving skills to ensure an effective learning environment.

Date	Hours	Description of Work	Comments and Reflections

Domain III—Administrative Leadership

The principal knows how to apply principles of effective leadership and management in relation to **campus budgeting, personnel, resource utilization, financial management, and technology use.**

Date	Hours	Description of Work	Comments and Reflections

Domain III—Administrative Leadership

The principal knows how to apply principles of leadership and management to the **campus physical plant and support systems** to ensure a safe and effective learning environment.

Date	Hours	Description of Work	Comments and Reflections

Signatures signify successful completion of all activities listed.

UHV ELAS Participant Signature

Date

Host Administrator Signature

Date